

**HULMEVILLE BOROUGH COUNCIL**  
**Meeting Minutes**  
**January 4, 2021**

The regular monthly meeting of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Mr. Wheeler

**Councilmembers Present**

Thomas Wheeler, President  
Dan Mandolesi, Vice President  
Judy Coleman  
Doug Harris  
Nicholas Toth  
Nick Lodise

**Staff in Attendance**

Robert DeBias, Solicitor  
John Baran, Chief  
Kurt Ludwig, Water & Sewer President  
Secretary Dorothy Omietanski  
Diane McKairnes, Treasurer  
William Wheeler, Fire Marshall  
Mayor Debbie Mahon

**Councilmembers Absent:** Doug Edge

**Councilmembers Late to Arrive:** none

**Staff Absent:** none

**Guests in Attendance:** Tricia Boyle, Mike Wasson, Marce Heald and Sheri Wheeler

**Call to Order:** Mr. Wheeler called the meeting to order at 7:33 pm; all those present joined in the Pledge of Allegiance.

**Mr. Wheeler Stated:**

We are holding this meeting by zoom pursuant to Senate Bill SB814, passed as Act 15 of 2020 as a result of the Emergency Declaration issued by Governor Wolf and the stay at home and shelter in place orders that have been issued by Governor Wolf. This meeting was advertised in the Courier Times and notice was posted at the Borough Hall and on the Borough Website. This meeting is being recorded and will be placed on the Borough Website. A draft of the minutes will promptly be placed on the website as well.

**Minutes:**

One addition to the minutes. Ms. Coleman suggested adding the number of possible storm drains to be cleaned – 49 under storm drain cleaning under the heading storm water committee meeting.

**Motion made by Mr. Mandolesi seconded by Mr. Harris to approve the minutes of December 7 and 15, 2020; Motion passed with all in favor 6-0-0.**

**Mayors Statement:**

As we start a new year, I encourage everyone to remain vigilant with the fight during the ongoing pandemic. Please respect social distancing, wearing masks, washing hands, and keeping your family safe and peaceful into your new year.

I would like to thank everyone in our great borough who participated with decorating your homes during the holidays. It was so positively cheerful! I can't wait to see what the holidays of 2021 bring!

**Review of Positions and Reappointment:**

The following positions are reappointed:

1. Solicitor – Robert DeBias
2. Secretary – Dorothy Omietanski
3. Treasurer – Diane McKairnes
4. W&S Clerk – Patricia Slater
5. Fire Marshall EMC – William Wheeler
6. Borough EMC – William Wheeler
7. Building Inspector – Building Inspector Underwriters
8. Paper of Record – Bucks County Courier Times
9. Water and Sewer Engineer – Carroll Engineering
10. President Pro-tem – Nick Lodise
11. Chairman of Vacancy Board – Dave Harris Sr.
12. Borough Engineer – Gilmore and Assoc.
13. Zoning Officer – Judy Buchhoffer
14. Code Enforcer – Rosaura Torres

**Motion made by Mr. Harris seconded by Mr. Lodise to accept the slate for 2021; Motion passed with all in favor 6-0-0.**

The following position is reappointed:

**Motion made by Mr. Mandolesi seconded by Mr. Harris to accept the appointment of Sheri Wheeler to Water Meter Reader; Motion passed 5-0-1. Note Mr. Wheeler abstained from voting for meter reader due to his relationship with Ms. Wheeler**

The following committees are reappointed:

1. Water Authority – Joe Nocito – Term through 2025

**Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Joe Nocito to a 5-year term for Water Authority; Motion passed with all in favor 6-0-0.**

2. Zoning Hearing – Rodger Hedeman - Term through 2023

**Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Rodger Hedeman to a 3-year term for Zoning Hearing; Motion passed with all in favor 6-0-0.**

3. Planning Commission – Jeff Myers – Term through 2024

**Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Jeff Myers to a 4-year term for Planning Commission; Motion passed with all in favor 6-0-0.**

4. Recreation Board – Marcy Heald – Term through 2025

**Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Marcy Heald to a 5-year term for Recreation Board; Motion passed with all in favor 6-0-0.**

5. Storm Water Management – Doug Harris – Term through 2023

**Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Doug Harris, to a 3-year term for Storm Water Committee; Motion passed with all in favor 6-0-0.**

**Committee Appointments:**

Police: Chairman Mr. Wheeler	Members Mr. Toth and Mr. Lodise
Borough Property: Chairman Mr. Wheeler	Members Mr. Toth and Mr. Mandolesi
Health and Trash: Chairman Mr. Lodise	Members Mr. Harris and Ms. Coleman
Streets: Chairman Mr. Lodise	Members Mr. Wheeler and Mr. Harris
Lights: Chairman Mr. Lodise	Members Mr. Edge and Mr. Wheeler
Personnel: Chairman Mr. Harris	Members Mr. Mandolesi and Ms. Coleman
Finance: Chairman Mr. Harris	Members Mr. Wheeler and Ms. Coleman
Water & Sewer: Chairman Mr. Toth	Members Ms. Coleman and Mr. Wheeler
Building Code: Chairman Mr. Mandolesi	Members Mr. Edge and Mr. Harris
Planning/Zoning: Chairman Mr. Mandolesi	Member Mr. Edge
Storm/Flood Plain: Chairman Mr. Toth	Members Mr. Harris and Ms. Coleman

**Public Comment:**

- House Decorating Contest Winners – Mr. Ludwig announced the winners for the house decoration contest for 2020. First place went to 524 Lincoln, second place 227 Main St and a tie for third place 606 Main St and 305 Reetz Ave. Mr. Ludwig also wanted to mention honorable mentions for 1 Fairview, 932 Neshaminy and 416 Main.
- Shoveling Sidewalks – Ms. Omietanski observed 5 residents along Bellevue Ave who never cleared their sidewalks after the snowstorm. Other council members noticed the same on their streets as well. Ms. Torres will now be responsible for policing this matter.

Twenty-four hours after a snow storm the Borough will have her drive around the Borough to make sure residents are clearing their sidewalks.

- Political Signs – Ms. Coleman inquired about an ordinance that would cover the removal of political signs after an election. There are election signs up in the Borough and she would like to see them removed if possible. Mr. DeBias will look into the matter and report back to council.

### **Police Report:**

- Police Report - Mayor Mahon read the report for the month of December 2020: 14 Incidents, 3 Accidents, 8 Assists, 0 EMS, 14 Court, 0 Summary Citations, 33 Traffic Citations, 1 Criminal Arrests, 0 Parking and 0 Court for a total hour worked: 238, Total Salary \$5,980.35.
- COVID-19 Cases in Police Departments – Chief Baran informed council that some police departments are having issues with officers coming down with COVID-19. Bensalem currently has 17 officers out and the Sheriff's Department has 8 officers out. The County just opened up three COVID-19 testing centers. The closest to the Borough is Bucks County Community College Bristol campus on Route 413. They will be open 7 days a week.
- Year End Police Report – Chief Baran pointed out that the traffic citations for the year total 344 and criminal arrests total 12. Those numbers are the highest he has ever seen in the Borough. Seventy percent of the traffic citations were issued on Main St and Bellevue Ave and most of the criminal arrests were for DUI.
- Credit Cards – The credit cards have been received and distributed.
- Speed Sign at Bellevue and Fairview – The speed sign is being repaired and will be reinstalled soon.
- Vaccine for First Responders – Chief Baran is not scheduled yet to receive the vaccine. Fire Marshal Wheeler is scheduled to receive his vaccine next week. Chief Baran asked Fire Marshal Wheeler to forward the information on where he is getting his vaccine.
- Police Civil Service Training – Five personnel will be attending a police civil service webinar tomorrow, Thursday and Thursday next week from 10am-11:30am at Borough Hall. The training is necessary to assist the Borough with establishing a Civil Service Commission.

**Motion made by Mr. Lodise and seconded by Mr. Mandolesi to approve the purchase of Civil Service Webinar at a cost of \$150; motion passed with all in favor 6-0-0.**

- Record Retention Policy – The Mayor reminded council that the Record Retention Policy needs to be ratified.

**Motion made by Mr. Harris and seconded by Mr. Lodise to ratify the Record Retention Policy adopted at the December work session; Motion passed with all in favor 6-0-0.**

### **Personnel:**

- Training – Mr. Harris will schedule a meeting with Ms. Torres to review her responsibilities as Code Enforcement Officer.
- Credit Card – Mr. Harris will schedule a meeting with Ms. McKairnes regarding tracking credit card usage.

### **Borough Property:**

- Heat – The police department informed Mr. Mandolesi that there was no heat in their office. After investigating the matter, he discovered the thermostat needed batteries and needed to be changed from air-conditioning to heat. Mr. Harris offered replacing the three thermostats with digital thermostats for free.
- COVID - 19 Signs – Mr. Mandolesi installed the COVID – 19 signs on the playground.

### **Zoning:**

- 111 Green St – Gilmore received the plans and application for 111 Green St for a minor subdivision. Mr. DeBias requested that Mr. Mandolesi forward him the contact information for the owner of the subdivision. Mr. Mandolesi is scheduling a Planning Commission meeting to review the application and plans on 2/9/21. The Planning Commission will make a recommendation to council who will then need to vote to grant, deny or extend the application. Mr. Wheeler would like council to make their vote at the April 5<sup>th</sup> meeting. Mr. DeBias confirmed with Mr. Mandolesi that zoning relief is not needed for this application according to the plans.

### **Water and Sewer:**

- Water Meter Replacement – Mr. Ludwig received several calls regarding water meter leaks. All customers involved were sewer only customers so he advised them to contact BCWSA regarding the issue. Mr. Ludwig is concerned that the meters being replaced in the Borough may be the same ones BCWSA used for their customers that are now having issues.
- Water Bills – Ms. Slater just received a hip replacement and then came down with COVID-19. She was not able to print or mail the bills for the first quarter and asked Munibilling to complete the billing for her.

### **Fire Marshal:**

- Burn Ordinance – No members of the public commented on the proposed Burn Ordinance.

**Motion made by Mr. Lodise and seconded by Mr. Toth to adopt the proposed Burn Ordinance; motion passed with all in favor 6-0-0.**

### **Emergency Management Coordinator:**

- Restrictions for COVID -19 – Fire Marshal Wheeler noted restaurants are now open again at 25% capacity.

### **Trash:**

- Christmas Tree Collection – Leck will be collecting Christmas trees on 1/13 and 1/20. The information was posted on the website.

**Lights:** no report

### **Streets:**

- Snow Removal – The snow removal from the storm in December went well.
- Pothole Repairs – Mr. Lodise is still working on the pothole repairs.

**Finance:** no report

### **Storm Water Committee Meeting:**

- Newsletter - The Winter Newsletter is being printed and will be mailed this weekend.
- Storm Drain Cleaning - Storm drain inlet cleaning is planned to start tomorrow, January 5, 2021. There are 49 drains being evaluated, and if they feel there is no need to clean a drain, they will skip it.

**MS4:** no report

**TMDL / BMP's:** Permit years 2018-2022 – DEP will be doing their permit inspections. Samantha Brinker from Gilmore and Associates will keep us informed of that inspection. Due to Covid-19, this has been postponed.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
  - Continued with the 4 leaf pick-ups through the fall/winter season
  - Sump Pump inspection enforcement
  - Decide on sediment reduction project
  - Lawn and garden pick up 4/1-12/1 weekly

**Floodplain:**

- Open Space Margareta Ave - The properties along Margareta Avenue have reached out in regard to dead limbs in trees, dead trees and standing water within the Open Space areas that surround their properties. The county was contacted, via email on June 17, 2020, but has not yet replied.

**Storm Water:**

- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.

**Solicitor Report:**

- Verizon Cable Contract – Mr. DeBias has been trying to obtain an updated contract from Verizon Cable. He expects one to arrive soon.

**Mayor:**

- Playground Cleanup - Playground needs a schedule for clean-ups, especially into 2021. Volunteers are needed to take this task on.
- 150<sup>th</sup> Anniversary Meeting – The next meeting is January 6th at 7:30 pm via ZOOM.

**Treasurer’s Report:** Treasurer’s Report for January 4, 2021 was made available for inspection:

• <b>General Fund Checking</b> Balance as of December 1, 2020:	\$ 198,850.19
Expenses Totaled:	\$ -45,734.05
Income Totaled:	<u>\$ 27,913.97</u>
General Fund Checking Balance as of December 31, 2020:	<b>\$ 181,030.11</b>
• <b>Sewer Fund Checking</b> Balance as of October 1, 2020:	\$ 51,708.05
Expenses Totaled:	\$ -25,870.39
Income Toted:	<u>\$ 1,631.69</u>
Sewer Fund Checking Balance as of December 31, 2020:	<b>\$ 27,469.35</b>
• <b>Sewer Fund PLGIT</b> Balance as of December 1, 2020:	\$ 227,750.12
• <b>Highway Aid PLGIT</b> Balance as of December 1, 2020:	\$ 51,920.75
Interest	\$ 0
Deposit	\$ 0
Expenses	<u>\$ -29.88</u>
Highway Aid PLGIT Balance as of December 20, 2020:	<b>\$ 51,890.87</b>
• <b>General Fund PLGIT</b> Balance as of December 1, 2020:	<b>\$ 460,128.93</b>



**Old Business:**

- Camera's for RDA Grant – Mr. Harris will start collecting bids for the camera project for the Borough.
- Traisr Meeting – Mr. Toth is still trying to confirm the next scheduled meeting with Traisr. He should know by tomorrow.

The meeting was adjourned at 9:14 pm; motion made by Mr. Lodise seconded by Mr. Toth.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary